

# WOODCHURCH PARISH COUNCIL

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## MINUTES 110

### Minutes of the meeting held in the Memorial Hall Annexe, Woodchurch on Friday 26 June 2015 at 7.00 pm

**PRESENT:** Mr J West (Chair), Mrs D Penn, Mr A Faiers,  
Mr N Jones, Mr P Spice, Mr P Wood and Mr R Woods  
PCSO Gary Carr for part of the meeting

**PARISH CLERK:** Mrs J Batt

**BOROUGH COUNCILLOR:** Mrs A Hicks

**COUNTY COUNCILLOR:**

**MEMBERS OF THE PUBLIC:** There were 3 Members of the Public present.

#### **1. APOLOGIES FOR ABSENCE**

An Apology for absence was received from Mrs G Davies, (prior commitment), Mr A Hukins (prior commitment) and County Councillor, Mr M Angell.

#### **2. DECLARATIONS OF INTEREST**

##### **Declarations of Pecuniary Interest**

There were no Declarations of Pecuniary Interest.

##### **Declarations of Significant Interest**

Mr Jones and Mr Woods declared a Significant Interest in matters associated with the WCIE.

##### **Updating of Declarations of Interest for the Code of Conduct**

**Councillors are reminded that they should update their Declarations of Interest with the Monitoring Officer if necessary.**

##### **To note the granting of any requests for Dispensations and the decision**

No such requests received.

#### **3. ACCEPTANCE OF MINUTES**

Item 15 The Power of General Competence should read 9 out of 9 elected councillors. The Minutes of the meeting held on 15 May 2015 were accepted and it was unanimously agreed that Mr West should sign them as a true record of the meeting.

**Proposed Mr Jones**

**Seconded Mrs Penn**

**4. MEETING ADJOURNED FOR PUBLIC PARTICIPATION AND RECONVENED**

The Members of the Public did not have any questions or comments to make.

**5. PLANNING**

Please see attached list.

**6. VILLAGE MATTERS**

The Clerk was asked to contact the owner of the Mission Hall and ask him to clear the surrounding area, make sure that the building is safe as councillors are concerned that it is deteriorating and ask him what his plans for the building are.

Mr Woods reported that he had been approached by a resident who cuts an area of grass, belonging to the Council, who asked whether the Council would pay for a brown bin from ABC for the cuttings. As a number of residents cut areas of grass belonging to the council, the council cannot provide brown bins from council funds.

Mr West will investigate the ownership of the hedge which is overhanging the path in Rectory Close.

Engine Alley is overgrown, but it is hoped that this will soon be rectified as the resident concerned is replacing the hedge with a fence.

Green Lane is overgrown. There is no registered owner for this Lane and councillors agreed that the overgrowth of vegetation is stopping cars from driving along it.

The vegetation has grown out around the notice board at the bottom of Front Road. Mr Faiers will try and find out who owns the hedge. If he is unable to Mr West will ask Mr Grabham to cut it back.

A resident of The Green has asked for the seat and bin at the rear of his property to be moved away from his boundary as they have both fallen into disrepair. Councillors agreed to ask the family who purchased the memorial bench to be installed on the extension to The Green whether they would agree to their bench being placed on the Lower Road end of The Green.

**7. MATTERS ARISING**

Mr Wood will contact Wicksteed Leisure and discuss the recent repair to the Skier, as he was not satisfied that it was due to wear and tear. Having looked at it he thinks it is a design fault.

**8. ACCOUNTS AND OTHER GENERAL COUNCIL BUSINESS****Bank Reconciliation**

<b>Account Balance</b>		<b>Balance at Bank</b>	
Opening Balance	45790.17	Money Manager Account	55118.41
Plus Receipts	12316.02	Less uncleared cheques	6146.61
	<b>58106.19</b>		<b>48971.80</b>
Less Payments	9084.39	Plus Community Account	50.00
	<b>49021.80</b>		<b>49021.80</b>
Less Earmarked Funds	23805.70	Less Earmarked Funds	23805.70
	<b>25216.10</b>		<b>25216.10</b>

**Earmarked Funds**

	<b>Balance 27.02.15</b>	<b>+/-</b>	<b>Balance 26.06.15</b>
Election/Standards Committee	5000.00		5000.00
Contingencies Budget 15/16	9040.74	1200.00	10240.74
Maintenance on War Memorial Budget 15/16 grass cutting	550.52	220.00	770.52
Play Area/CEE Budget 15/16	2189.44	920.00	3109.44
Village Trees Budget 15/16	310.00	500.00	810.00
General Reserves	1665.00	2210.00	3875.00
	<b>18755.70</b>	<b>5050.00</b>	<b>23805.70</b>

**Cheque number 100912 was drawn on 11 June with the unanimous agreement of councillors, for £3180.00 in favour of KALC for the purchase of 2 defibrillators**

**Accounts to be Paid**

<b>PAYEE</b>	<b>CHQ NO</b>	<b>NET £</b>	<b>VAT £</b>	<b>GROSS £</b>	<b>DETAILS</b>
Cancelled Cheques	913/4/5				
The Post Office	916	9.20		9.20	Income Tax
Mrs J Batt	917	530.53		530.53	Salary
Mr R Harris	918	260.00		260.00	Litter Picking
Wicksteed Leisure	919	990.00		990.00	Repairs to Skier
Hampshire Flag Co	920	125.69	25.14	150.83	2 Flags
Woodchurch M Hall	921	48.00		48.00	Hire of Hall Housing Cttee
A R W Kirk	922	200.00	40.00	240.00	Clearing Hedge Cuttings
D Grabham	923	320.00		320.00	Green Maintenance
WCIE	924	1000.00		1000.00	Contribution to Expenses

**Resolution: Councillors unanimously agreed to pay the above accounts.**

**Proposed Mr Spice**

**Seconded Mr Faiers**

**Website**

Councillors agreed to upload all documents onto the website to ensure we comply with the transparency act.

**Insurance**

Mr Woods took the insurance documents to check and return to the Clerk at the next meeting.

**Risk Assessment**

Mr Faiers and Mr Jones will complete the Risk Assessment in time for the September meeting.

**Purchase of a Defibrillator**

Two defibrillators were ordered during the month, following the verbal agreement of all councillors. One will be placed in the lobby of the surgery and one on the wall of the WCIE. The Patient Support Group is going to apply for a Ward Member Grant from our Borough Councillors towards the cost.

**Resolution: Councillors unanimously agreed to purchase a sign to be placed on the wall of the WCIE, advertising the unit.**

**Report for Parish Magazine**

On agenda in error.

**Bus Shelter**

Mr Faiers has arranged for 3 quotes to be sent to Grasstex, the company responsible for the damage.

**War Memorial**

The area needs tidying up. Mr West will liaise with the British Legion.

**Future of WCIE**

Please see attached report.

Councillors agreed that Mr Woods and a small working party will look at the options available to enable this to remain open and report back at the next meeting.

**Resolution: Councillors agreed 6:1 to draw a cheque for £1000.00 to the WCIE to help cover expenses.**

**Adoption of Terms of Reference for the Housing and Development Advisory Committee**

**Resolution: Councillors unanimously agreed to adopt the Terms of Reference.**

**Proposed Mr Faiers                      Seconded Mr Jones**

**Memorial Hall Car Park**

Defer to next meeting.

**9. CORRESPONDENCE**

The Local Government Boundary Commission for England

**EMAIL CORRESPONDENCE**

Received from PCSO Gary Carr

Since the last parish council report in May there have been no incidents of crime reported to Kent Police. Neighbouring wards have seen incidents including attempted theft of livestock and criminal damage to fence lines and gates. Local residents have spoken to the KCC warden regarding locals parking cars over the pavement on Front Road which can cause an obstruction for pedestrians.

I have conducted speed checks on Front Road and also on Lower Road. At both locations no vehicles were recorded exceeding the 30mph speed limit. I shall continue to conduct speed checks in the village over the summer and hope to have the ANPR vehicle available. I have attended the Wednesday afternoon OAP coffee and chat evening at the scout hut.

**Received from Community Warden Katherine Carter**

Just an update in what I have been doing in your area.

**Pop in club** – I will be attending this club on more of a regular basis as I have changed my reading day in one of the schools.

**Woodchurch Intake Day** – Woodchurch School have invited me to their New Intake Morning in July where I will give out information/Goodies on road safety and personal safety to children and parents.

**Information Bureau** – I visit Libby most Tuesdays and she always passes on any issues to me that I may be able to help with.

I try to get to Woodchurch a couple of times a week to do visible presence in your area.

**10. HIGHWAY ISSUES**

The Clerk was asked to report the following:-

The potholes at the High Halden end of Redbrook Street

**11. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS**

Mr Spice will put an article in the Parish Magazine asking people not to park on the pavement.

By Laws will be included on the next agenda.

Mr Wood asked whether it was necessary for councillors to receive all the emails that the Clerk receives. As they are sent to the Parish Council and not her personally it is.

The Clerk will resend the email regarding councillor training to Mr Wood.

Mr West has received a complaint regarding the amount of litter on The Green, on Thursday mornings following the visit of the fish and chip van on Wednesday evenings. Although people put their wrappings in the litter bins, the foxes take them from the bins and strew them across The Green. Mr West will ask Mr Harris whether he can undertake a regular litter pick on The Green on Thursday mornings.

There being no further business the meeting closed at 8.50 pm.

Signed ..... Dated .....  
Chairman

# WOODCHURCH PARISH COUNCIL

## PLANNING APPLICATION RECORD

### 2015

#### JUNE 2015

15/00678/AS 59a Lower Road, Woodchurch, Ashford, Kent TN26 3SG

Erection of a two storey side extension

Consultation Date: 13.06.15

**Parish Council: Support**

15/00746/AS 77 Front Road, Woodchurch, Ashford, Kent TN26 3SA

Reconstruction of roof over existing ground floor to form additional habitable accommodation in roof space

**Parish Council: Support**

15/00769/AS Cob Tree Meadows, Brook Street, Woodchurch, Ashford, Kent TN26 3SZ

Variation of condition 1 to remove personal reference to Ms S Bristow and Mr C Turner and replace with gypsy/traveller family and removal of reference of temporary to allow for permanent occupation on Planning Permission Reference 11/1/48/AS

**Parish Council: Object on the following grounds:-**

**It is inappropriate to vary the conditions.**

**A new planning application should be submitted**

**Councillors expect it to be refused as the previous application was**

15/00810/AS Little Robhurst Farmhouse, Swain Road, Woodchurch, Ashford, Kent, TN26 3TB

Erection of a two bay oak framed garage and log store

**Parish Council: Support**

#### **The following decision notices have been received from ABC:-**

15/00359/AS 6 Lower Road, Woodchurch, Ashford, Kent, TN26 3SQ

Proposed loft conversion with insertion of no 3 dormer windows and no 2 rooflights to side elevation and replacement of existing windows with UPVC double glazed windows.

**Borough Council: Permit**

15/00375/AS 120 Front Road, Woodchurch, Ashford, TN26 3SF

Proposed two storey side extension; single storey rear extension and roof extension to garage from flat to pitched roof

**Borough Council: Permit – Mins May 15**

**Amended Plans Approved – Mins June 15**

- 14/00412/AS Susans Hill Oast, Susans Hill, Woodchurch, Ashford, Kent TN26 3RE  
Construction of ménage 17m x 36m, access gate and 1.2m surround fencing  
**Borough Council: Permit**
- 14/00436/AS Garage blocks and land between 26 and 31 Brattle, Woodchurch  
Erection of 4no. affordable dwellings including associated parking, refuse stores and external sheds  
**Borough Council: Permit**
- 15/00516/AS The Wonder, Redbrook Street, Woodchurch, Ashford, Kent TN26 3QT  
Proposed detached triple garage with storage over  
**Borough Council: Permit**
- 15/00540/AS 12 Kirkwood Avenue, Woodchurch, Ashford, Kent TN26 3SE  
Erection of a rear extension  
**Borough Council: Permit**
- 15/00550/AS 43 Brattle, Woodchurch, Ashford, Kent TN26 3SW  
Proposed single storey rear extension and erection of front porch  
**Borough Council: Permit**

**The following has been received from KCC**

- KCC/AS/0063/2014 Glebe Farm, Duck Lane, Shadoxhurst, Ashford, Kent TN26 1LT  
Storage and processing of scrap metal including End of Life Vehicles (ELVs),  
Construction of concrete slab base and drainage interceptor, processing  
building, storage building (non-ferous metals and batteries), weighbridge,  
portable cabin office and welfare facility and use of mobile crane and crusher  
**WITHDRAWN BY APPLICANT**